



Regional Administrative Unit Number One

ANNUAL
REPORT



For The School Year
Ending June 30, 1991

ANNUAL REPORT
REGIONAL ADMINISTRATIVE

UNIT 1

FOR THE SCHOOL YEAR ENDING

JUNE 30, 1991



October 9, 1991

Honorable Paul Connolly,
Minister of Education,
Charlottetown, P.E.I.

Sir:

I have the honour to submit for your consideration the Nineteenth Annual
Report of Regional Administrative Unit No. 1

The report, in addition to summarizing the educational accomplishments of
the Unit One School Board during 1990-91, provides audited Financial Statements
and other statistical data for the year ended June 30, 1991.

Respectfully submitted,



Holland Cahill,
Chairman

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EXECUTIVE REPORT

The 1990-91 school year was the nineteenth year of operation for the Unit One School Board. In the Board's view it has been a successful year and it is hoped that this report will inform the reader of the year's highlights.

Activities of the Trustees

The School Board held its regular meetings on the first Wednesday of each month in the Board Room of the School Board Office. All trustees served on committees which together held 60 meetings during the year. The composition of the Committees for 1990-91 was as follows:

EXECUTIVE COMMITTEE

Holland Cahill, Chairman
Harry MacWilliam, Past Chairman
John Rochford, Vice-Chairman
Lorraine Robinson, Secretary
Richard Roberts, Superintendent
Harvey MacEven, Business Supt.

PROPERTY & TRANSPORTATION

Harry MacWilliam, Chairman
Paul Burleigh
Clovis Doucette
Rodney Callaghan
Business Supt.
Appropriate Supervisor(s)

PERSONNEL COMMITTEE

Lorraine Robinson, Chairman
Shirley Murphy
Lois Harper
Alvin Bryan
Wayne Locke
Appropriate Superintendent
Appropriate Supervisor(s)

CURRICULUM COMMITTEE

Fairley Yeo, Chairman
Fenton Shaw
Gail Shea
Shirley Murphy
Supt. of Education
(or Designate)

BUDGET & FINANCE

Arthur Hudson, Chairman
Clovis Doucette
John Rochford
Fairley Yeo
Superintendent of Education
Business Superintendent

In addition to serving on the above standing committees, trustees served on various special committees. Arthur Hudson, along with Richard Roberts, Harvey MacEven, Lorne Luxton and Bill Gillis represented management on the non-instructional Labour Management Committee. Holland Cahill, along with Richard Roberts and Basil Haire represented management on the instructional Teacher-Board Liaison Committee. Lorraine Robinson and Gail Shea, along with Réal Gagnon and Richard Roberts served on the French Immersion Program Advisory Committee. Gail Shea and Lois Harper along with Basil Haire served on the Placement Policy (Promotion & Retention - Elementary) Committee. Alvin Bryan and

Shirley Murphy, along with Richard Roberts and Harvey MacEwen served on the Sexual Harassment Policy Committee. Lorraine Robinson and Fairley Yeo, along with Basil Haire served on the Teacher Evaluation Policy Committee. The Student Transfer Committee consisted of Holland Cahill, Shirley Murphy, Harry MacWilliam, Richard Roberts and William Gillis. The Board was represented on the Youth-at-Risk Committee by Fenton Shaw, Fairley Yeo and Basil Haire. The Board appointed Holland Cahill and Alvin Bryan as Directors to the Prince Edward Island School Trustees Association. Holland Cahill served as Chairman of the PEISTA Finance Committee. Fairley Yeo was appointed to serve on the Employee Assistance Program Committee. Harry MacWilliam represented the Board on the PEISTA Resolutions Committee, Shirley Murphy served on the PEISTA Education and Curriculum Committee and Arthur Hudson represented the Board on the PEISTA Negotiations Committee. Lorraine Robinson served on the West Prince Arts Council and Fairley Yeo was selected to represent the Board on the West Prince Association of Children With Learning Disabilities.

Clovis Doucette, John Rochford and Lorraine Robinson were the Board's delegates at the 1990 CSTA Conference held in Montreal. Lorraine Robinson was the Board's Voting Delegate at this conference. Shirley Murphy, John Rochford, Paul Burleigh, Alvin Bryan, Holland Cahill, Rodney Callaghan, Clovis Doucette, Lorraine Robinson, Lois Harper, Arthur Hudson and Wayne Locke attended the 1990 CSTA Atlantic Conference held in Charlottetown.

The Board held four Executive Sessions during the year. A Board/Student Breakfast Seminar was held with former graduates of Westisle Composite High School. This exercise was very worthwhile and valuable information was gained from the former students.

Once again, the Board held the Annual Senior Citizens' Night in November. Transportation and lunch was provided for approximately 300 senior citizens who attended an evening of entertainment in the theatre at Westisle Composite High School.

On October 24th, 1990, the Board invited all new employees, administrators, PEITF representatives, CUPE representatives, RCMP and others to Rodd's Mill River Resort for an informal evening where new employees were given an opportunity to meet people. The new employees were presented with a Unit pin.

On March 25th, 1991, the public was invited to view the newly renovated Alberton Elementary School. Chairman, Holland Cahill, acted as Master of Cermonies. Remarks were made by Hon. Paul Connolly, Hon. Robert Morrissey, Mr. Robert Campbell, Keith Graham and Richard Roberts.

The Board had a very busy year and trustee attendance at all

meetings and functions was excellent.

CURRICULUM AND SCHOOL PROGRAMS

The Schools of the Unit continue to respond to the academic, social and emotional needs of our students through the provision of a variety of academic programs and the development of the learning environment conducive to student growth.

The ever changing needs of our students and the fluctuation of expectations of society forces us to constantly develop new programs, expand on existing services, and seek to develop alternatives to present program options. During the past year, extensive work has been done in the provision of new mathematics programs at the elementary and junior high schools as well as increased activity in elementary language arts towards the whole language approach. The increased demands of communication technology have resulted in extension of options for our students of the junior and senior high level in computer studies, keyboarding and word processing.

In an effort to focus on the needs of students at risk the Unit maintained the Federally sponsored Work Orientation Workshop program during the year. In addition a Stay-in-School Initiative project was developed at Westisle Composite High School.

The Unit's Student Services Team consisting of a School Psychologist and Coordinator of Remedial and Special Programs continues to provide diagnostic and consultative services to the Unit. Guidance services at the elementary, junior high and senior high school level provide counselling, testing, and informational services to students, teachers and parents.

Special Education resources available in the Unit include Special Education teachers at the elementary, junior high and senior high level as well as resource room teachers at the elementary and junior high schools. In addition teacher assistants are available throughout the Unit to assist special needs students in the process of integration.

This year saw the introduction of the Phonemic Analysis program. This program focused on intervention with grade 1 students and special education students in the development of skills of auditory processing. In addition grade 1 teachers, special education teachers and grade 2 teachers received in-service from Janet Coughlin-Cameron and Kaye MacPhee.

The Core French program is offered at all Unit One Schools, as compulsory for grades 4 - 9 and elective at the senior high school level.

Early French Immersion was offered at three elementary

schools (Bloomfield, St. Louis, Tignish), two junior high schools and Westisle Composite High. The curriculum for Early French Immersion continues to be developed and a variety of new programs were implemented, particularly in the area of Language Arts and several provincial pilots were run in the Unit during the year. The total enrolment for French Immersion in the Unit is 560 students.

Two grade 12 graduates received Official Languages Fellowship from the Secretary of State and two others received bursaries from the Society St. Thomas D'Aquin to pursue their post secondary education in French.

Subsequent to School Science Fair competitions, students of Unit One from grades 4 - 9 participated in the Unit Science Fair. Several students proceeded to participate in the Provincial Science Fair.

Elementary students received instruction in a general music program involving the development of rhythmic, melodic and performing skills. An extension to classroom instruction involves participation in school choirs and instrumental groups for performance both in school and in the community.

The music program at the junior and senior high school level consists of instruction in brass, woodwinds and percussion instruments and is optional to students at that level.

The band program available at the junior high and the senior high school levels offers students an opportunity to participate in musical and cultural experiences. Students are involved in in-school performances, community performances, exchange trips and participate in Maritime Music Festivals.

Students from all Unit One Schools participated in the 1991 West Prince Music Festival. Competition in vocal, choral and instrumental categories provide students with the opportunity to demonstrate their skills and also serves as a showcase for the Unit music program.

Students of the Unit once again this year took part in the Celebration of the Arts Program at Westisle. Performances in music, variety, drama, dance and gymnastics provided audiences with not only outstanding entertainment, but an opportunity to see the many facets of the programs available to the children in our schools.

A Physical Education program is provided in all schools in the Unit. In addition to scheduled class time students are offered opportunities to participate in intramural programs, clubs and interscholastic teams.

Our schools take part in competitions sponsored by the PEISAA, as well as Unit sponsored tournaments in a variety of sporting events.

SCHOOL REPORTS

Westisle Composite High School

Westisle enjoyed a successful year academically, extra-curricularly and socially as evidenced by the accomplishments of several members of the graduating class who received recognition for their academic excellence. Heather Collicutt was awarded the Governor General's Medal and led an outstanding group of fine young graduates.

Westisle was well represented by its students at the Terry Fox Youth Centre, Student Commonwealth Conference, Forum for Young Canadians and the Interchange on Canadian Studies.

The Student Council had a very active year and among other events, sponsored the thirty hour famine to support World Vision of Canada. The school was also awarded a \$2,000 grant from Shell Canada to begin the Paper Recycling Program.

Westisle students, once again, organized a Safe Grad activity for graduation night.

The SADD chapter was also very active in the school and Westisle sent three representatives to the third annual Rotary Model Youth Parliament in Charlottetown.

The Home Economics and Art Department enjoyed a successful year, providing not only excellent programs, but contributing significantly to the climate of the school.

The library at Westisle Composite High continues to grow and moves constantly into the age of technology using computers and other equipment to assist in information and research activities.

The Guidance Department provides counselling and informational services to students and this year created a narcotics anonymous group within the school and initiated a Student Assistance Program for students with substance dependency.

Westisle's athletic teams enjoyed a relatively successful year, the highlight being the Provincial Championship for the Girls' Field Hockey Team. The school participates in a variety of PEISAA sports and finishes off the season with an awards banquet where athletes, coaches and parents are recognized for their participation and contribution.

The Westisle Intramural Council offers intramural programs to the student body and this year saw approximately 300 students and staff taking part in the program.

This year saw the revitalization of the school band under the direction of Mr. Gary Burke. The band participated in a variety of activities within the school and within the community. The "new look" band also attended the Maritime Music Fest in Fredericton, New Brunswick.

Mr. David Cameron joined the staff in January, 1991 to institute a Stay-in-School Initiative Program which was designed to identify students considered to be "at-risk" and to develop interventions necessary to have these students remain in school.

Our Special Education program this year consisted of individual or small group instruction and saw an expansion of integration into the general school community.

The number of students opting for vocational courses such as Motor Vehicle Repair, Carpentry, Cosmetology and Industrial Arts remains significantly high. Students participate in these programs at the elective, pre-vocational and pre-apprentice level.

Hernewood Junior High School

This year there were 430 students enrolled at Hernewood. Teachers conducted their usual home visits at the beginning of the year and introduced a new report card as well as a student homework agenda book.

Student Council has been quite active this year, organizing social as well as humanitarian projects.

The administration received tremendous help again this year from the Hernewood Student Police who participate in supervision of the students during noon hours and at other school functions.

Twenty-six Hernewood students participated in fund raising to support the Multiple Sclerosis Read-a-Thon. Four hundred and forty books were read and \$553.45 was collected.

The Yearbook Committee has once again produced an attractive and memorable book.

Hernewood students participated in a variety of PEISAA sponsored activities during the year and took part in the Unit One Celebration of the Arts Program.

The History and Travel Club visited Quebec, Toronto, Niagara region and Ottawa where they were hosted by the MP's.

The Music department had a busy year with band and music activities. The extra-curricular program involved three bands: Senior Band - 31 members, Junior Band - 22 members and Stage Band called Jazzland Express - 15 members. These groups put on a variety of in-school and community performances as well as participated in out-of Province travel and the West Prince Music Festival.

The Grade 7, 8 and 9 French Immersion students participated in a contest on the environment and nineteen grade 8 girls attended the "PEI Women in Math and Science Workshop" at Holland College in Charlottetown.

The Grade 7 French Immersion students took part in the new French Curriculum during the year and the Art Department once again organized participation in the Remembrance Day Poster Contest.

Callaghan Junior High School

Throughout the year the instructional staff was involved in the school goal "To help each student achieve his/her full potential in all areas of educational development". In addition to this, each of them set his/her own individual goals and the year-end evaluation of these has proven very positive.

In October, Mr. Murphy made a presentation to the Regular Monthly School Board Meeting regarding the activities and expectations for the school year 1990-91. In addition, Mr. Murphy visited the elementary schools feeding into Callaghan to orient the students regarding the programs available to them at Callaghan.

The fifth annual "Meet Your Teacher Night" was very successful. Parents of incoming grade 7 students experienced what their son or daughter's schedule consists of and also were provided with an opportunity to meet with their subject teachers.

Home and School is now in its second year at Callaghan and continues to make a significant impact on the school.

Once again this year, a very successful Terry Fox Run was organized and \$1,626 was realized. In addition, the Student Council was involved in fund raising activities and made significant donations throughout the year to the Tammy Easter Seal campaign, Canadian Red Cross and to the students of Brazil.

The Winter Carnival was popular as usual and the many activities were well attended by the student body.

The Music Program had a successful year and the students

participated in the Christmas Concert as well as the Maritime Music Festival in New Brunswick.

Callaghan Junior High students also participated in the Celebration of the Arts and the school and Unit Science Fair.

Several hundred new books have been added to the collection in the library and projects such as the Fall Book Fair and the Fall and Spring Library Weeks serves to promote reading and the use of the library.

Callaghan students have actively participated in provincial athletic programs in Volleyball, Basketball, Badminton, Field Hockey, Wrestling and Softball. In addition, the school has developed a very active Badminton Club where students are given an opportunity to play against players of their own calibre.

O'Leary Consolidated Elementary School

For the 1990-91 school year O'Leary Elementary had an official enrolment of 289 students. There were twelve academic classes and one Child Development class. Music and Physical Education were provided three periods in each six day cycle. Active extra-curricular programs were carried out in Music, Physical Education and Drama. Instruction in Core French was given to students in Grade 3 - 6 inclusive.

This year saw the reorganization of the O'Leary Elementary Home and School. Several interesting and informative programs were held during the year and special projects included school canteen, Teacher Appreciation Week and Heritage Day.

The school was involved in a number of pilot programs this year including Family Life Education, Social Studies and several teachers were actively involved in curriculum committee work at the Provincial level. In addition, Charles Gorrill served on the Unit One School-Based Staff Development Committee and the Teacher Evaluation Committee.

During the 1990-91 school year, the O'Leary staff completed the third year of a professional development program focusing on school improvement. Committees dealt with such specific tasks as the development of a discipline policy as well as a study of Whole Language.

In addition to regular Physical Education classes, students participated in a variety of extra-curricular activities and intramurals.

The Music program also extended to offer extra-curricular options in recorder and primary school choirs. Students participated in the Celebration of the Arts Festival as well as

the West Prince Music Festival.

For the seventh year, O'Leary Elementary School operated a successful School Credit Union and with the assistance of the Home and School a school canteen service was available again this year.

Seventy projects were assembled for the School Science Fair and participants continued on to the Unit Science Fair as well as the Provincial finals.

During the year students participated in a variety of activities including field trips, involvement in poster contests, involvement in Remembrance Day Programs, attendance at the Mermaid Theatre production of "Under One Roof" and supported through fund raising, organizations such as UNICEF, M.S. Read-A-Thon, Easter Seals Ambassador Tour, and I.W.K. Telethon.

Alberton Elementary School

The school prides itself in the wide range of activities it provides for pupils beyond the range of the regular curriculum. All students have an excellent chance to find activities to match their interests and thereby to develop idiosyncratic credits which are so important in the development of self-esteem. These activities relate to sports, hobbies, crafts, literature, technology, and the performing arts.

Each year students become involved in a variety of contests which enrich the language arts program. The school publicizes a poetry book consisting of poems written by the students and holds an annual public speaking contest sponsored by the Alberton Women's Institute.

In addition, fairs to promote health and safety, books and science were held during the year.

An assemblies program was initiated this year. These assemblies were held during the year to recognize pupil excellence. Students also participated in projects related to the environment. Forty trees were planted by the students and students participated in a beach clean-up project.

Several grade level parent meetings were held during the year as well as a meet-the-teacher night.

Staff participated in workshops in Art, Phonemic Analysis and Whole Language.

Ellerslie Consolidated Elementary School

The theme of the 1990-91 school year was "We Are a

Community". The theme statement was displayed in the front lobby and sub-themes were incorporated into bulletin boards and displays in the school during the year. Considering the theme, the staff was excited with the success of the second annual Arts and Crafts project involving fifteen community volunteers and the Grade 6 students. This project, as well as the Sixth Annual Heritage Day on February 13th, gave students an excellent opportunity to learn valuable skills as well as gain a greater appreciation of the sense of community.

Program innovations during the year included the piloting of the Alternative Language Arts Program based on the Whole Language Philosophy and the piloting of the new Math Program which emphasizes the use of concrete materials. A new Health Program was introduced at Grade 6 and the Family Life-Education Program was presented to these students in June.

The Phonemic Analysis program was based at Ellerslie and all Grade 1 students were screened for an assessment of their auditory processing skills and follow-up was provided.

Computer awareness skills were taught in some classes and overall computer assess increased throughout the school. Teachers attended a number of professional development workshops throughout the year including a workshop on Whole Language hosted by the Ellerslie staff. Other workshops addressed topics such as computers and the new Math program.

Students participated in a variety of activities related to Music and Drama and presented a variety of performances. During the year students had the opportunity to participate in a number of extra-curricular sporting events in addition to their regular School Physical Education Program. As well, the school continues to use the "Win-it" award certificate for all students who participate in extra-curricular activities and the school was represented in Provincial as well as Unit competition.

Forty-nine grade 4 and 5 students were involved in the MS Read-A-Thon Program. A total of \$1,736 was raised for MS Research by the students. In addition, grade 6 students with the assistance of teacher rep, Pat Miller, coordinated the Annual UNICEF campaign - \$607 was raised. Students in Grades 1, 2 and 3 raised \$185 to support the Canadian Save the Children Fund.

Fifty-four projects constituted the School Science Fair and a number of these students participated in the Unit Science Fair.

An Information Night was held for parents of grade 1 students and an open house was held for all parents. As well, regular newsletters, parent-teacher interviews and school functions provided parents with communication of their child's progress and information regarding the aspirations of the school.

Ellerslie students once again earned a variety of prizes in poster contests, poetry competitions and mathematics.

Concern for the environment resulted in increased activity by students. Some students in grade 4 organized a phone book recycling program and the grade 5 students earned second place honors in the C.F.C.Y and Women's Institutes Radio Commercial Contest on the Environment.

The Home and School Association continues to be active. Guest speakers and activities such as Teacher Appreciation Week make a significant impact on the school.

An Open House and Retirement Tea was held at the school on June 6th in honor of Mrs. Fran Sark, Vice-Principal and Grade 5 teacher who is retiring after thirty-six and a half years in the teaching profession. Mrs. Sark's contribution to Ellerslie Elementary has been and will continue to be much appreciated.

St. Louis Consolidated Elementary School

During the 1990-91 school year St. Louis had a total enrolment of 246 students. Students in the English program this year participated in a special handwriting program "Zaner Bloser". The objective of the program is to improve handwriting skills. In addition, students participated in pilot programs in French Language Arts, Mathematics and Family Life.

Physical Education students took part in a variety of activities. A total of fifty students won awards for excellence in the Canada Fitness Test and in addition St. Louis Elementary did extremely well in provincial championships in gymnastics.

The school choir performed in the Christmas Concert, the Grade 6 Closing and the Music Festival. The Grade 6 French Immersion class presented the Sound of Music translated into French.

The students this year chose to help other children by sacrificing and working hard at various fund raising activities. A young cancer victim and his family were given \$865, UNICEF was given \$517, the Easter Seal Campaign \$315 and children in Brazil received \$2,000.

Regular events such as Meet Your Teacher Night, Book Fairs, Winter Carnival and Teacher Appreciation Week were held and a variety of resource people were invited into the classroom to speak on pertinent topics.

St. Louis students participated in a number of contests and received recognition for their efforts.

Phyllis Shea is retiring from teaching after thirty-five years in the Palmer Road Community. She is recognized as an excellent teacher and will be missed by her students and peers. Jean Shea is also retiring after teaching for thirty-five years in this community. Mrs. Shea was honored this year by being named French Educator of the Year.

Tignish Consolidated Elementary School

This is the second year of operation of the new school and as was the case as last year, was a busy one. The official enrolment for 1990-91 was 297 students.

In an effort to promote appropriate behaviour by the students this year saw the initiation of a positive reward day program. The students were rewarded for appropriate behaviour by participating in activities such as cross country skiing, ball-hockey, movies, sleigh rides, etc. This approach has proven to be most successful.

During the year, students at Tignish participated in a variety of special events and activities. Students from grades 4 - 6 participated in the School Science Fair with the winners moving to the Unit level and others moving to Provincial competition.

Grade 5 and 6 students and teachers participated in an environment clean-up project at the shoreline between Judes Point and Tignish Run. Other special events included attendance of performance of Anne of Green Gables, participation in Remembrance Day ceremony and the presentation of the annual Christmas Concert.

Book Fairs in October and May realized significant sums of money to support the library and promote reading within the student body.

In the Physical Education program, intra-murals remain the backbone of the school and participation is extremely high. The students were involved in provincial competition and Unit competition as well and represented the school with distinction.

The Music program provides all students with an opportunity to participate and extra-curricular activities during noon hour involve both the French and the English choir. Both choirs performed at the Christmas Concert, participated in the liturgy at St. Simon and St. Jude Church and performed in the West Prince Music Festival.

Tignish Home and School organized the following events during the year: Teacher Appreciation Week, fun day for students on June 18 and a party for Grade 6 graduation. Appreciation to the Home & School is extended by the administration and the staff.

Bloomfield Consolidated Elementary School

Bloomfield has again completed another successful year of various music and drama activities. Students participated in a number of musical events and performances, highlighted by the presentation of a very stimulating and thought provoking Remembrance Day ceremony.

The Physical Education program encourages students to participate at two levels: 1. Intramural activities for all students and 2. School teams in various sports.

The Leadership Class organizes the intramural program, Winter Carnival activities, fitness week activities, etc. and shows leadership to the school in this regard.

Other student related activities include: fun day, winter carnival, decorate the door contest and participation in the Canada Winter Games Display Program at Westisle.

This year the students realized \$1,058 to support the I.W.K. Hospital in Halifax.

An Orientation Night was held to inform parents regarding the programs and expectations of the school.

Parents of children in Grade 1 French Immersion had the opportunity to appreciate their child's second language skills in theatre and public speaking activities. Parents were invited to come in for the performance of skits written by students in Grade 1. The students also displayed the books they had written during the spring term.

During the year a variety of resource people visited the school to participate in presentations to the students. In addition, a number of volunteers gave very freely of their time to assist teachers and classes, cook hotdogs, judge contests, etc. Volunteers are a very important aspect of any school and we greatly appreciate the efforts of those who helped.

A very successful book fair was held this year. The school received \$1,750 from the sale of books.

The Grade 5 class had the opportunity to write and publish

books this year. The process took the students through the various writing steps from prewriting to editing. In addition the grade 5's produced a collection of short stories entitled "5A's Stories of the Year" and the second was a book of poetry called "Poetry is the Language of Love".

The school closing was held on Wednesday, June 19th.

Holland Cahill

Holland Cahill,
Chairman,
1990-91 School Year

FINANCIAL STATEMENTS

The Financial Statements and reports for the year ended June 30, 1991 are presented on the following pages. These statements and reports are set down in a format designed to inform the Minister of Education, the School Board and the public of Unit One, the financial operation of the system for the 1990-91 school year. The format for the Financial Statements is essentially the same as previous years. However, it should be noted that the change which was implemented seven years ago showing depreciation on buildings, equipment and buses as an operation expense is still in effect. Previous to this, capital purchases such as buses, furniture, equipment and major renovations had been shown in Statement of Revenue, Expenses and Operating Surplus. This new procedure has been implemented in each School Unit on the Island. In order that comparisons can be made of the operations of previous years and the actual dollars spent, we have used the same procedures as in the past when completing Cost Per Pupil Comparison on page 29 and Table II on page 33.

Expenditures for the year, including depreciation, were \$17,306,350 up \$1,171,230 or 7.3% from the previous year. In terms of dollars, the largest increase was for salaries which were based on rates contained in the Collective Agreements.

As indicated in the Cost Per Pupil Comparison on page 29, the cost of education per pupil in 1990-91 was \$5,057. This is an increase of \$267 or 5.6% over the previous year. Salaries continue to make up the largest percentage of the total cost with instructional salaries being 60.4% and non-instructional 16% for a total of 76.4%.

As indicated in the comparison on page 29, the Maintenance Physical Plant cost per pupil was \$282. The cost for furnace oil and wood chips was up \$46,865 from the previous year with electricity costs up \$20,558 over the last year.

The cost of program supplies was \$235,545 down \$3 per student from the previous year.

The transportation cost per pupil (without adjusting inventory) was down \$3 from the 1989-90 school year. This was due mainly to reduced snow removal costs for bus turns and more

diesel buses replacing the gasoline buses.

The cost for substitute teachers during the year was \$124,007 while the cost of overtime for bus drivers was \$47,539 and substitutes \$28,087. Overtime for Janitorial Staff was \$9,922 and substitutes \$31,023. The over expenditures for substitutes and overtime was \$38,502.

Another category where an overrun occurred in the past and again this year was Employee Training and Development. This year the amount provided by the Department of Education was \$13,300 while the actual expenditure was \$35,162.

In addition to the grants received from the Department of Education through the Foundation Program, the Board generated additional revenues of \$116,085 from interest on its bank accounts, \$14,965 from rentals and \$7,995 from sale of assets. The money generated from these sources, plus what the Board saved in its transportation and maintenance accounts was used to offset over expenditures for overtime, substitutes, professional development, administration and capital. Part of this saving was used to purchase a number of new classroom computers for the High School and the two Junior Highs.

The cost for the addition to Alberton Elementary and the replacement of windows on the front of the school was \$510,155. This cost is shown under long term debt.

The cost for the two dust collectors which were installed at the two Junior Highs was \$77,124.

The \$8,997 deficit which the Board incurred in the 1990-91 school year, and with no increase in its operating budget for the 1991-92 school year, the Board will be required to reduce expenditures and put some planned projects on hold.

The Board, in its yearly budget submissions to the Minister of Education, again expressed its opinion that there is a need for the Foundation Program to be reviewed and changes made to better reflect the Unit's actual needs. For instance, capital dollars are based on so much per student, however, this does not necessarily reflect the actual requirements for new equipment and major renovations.

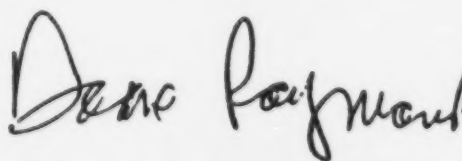
AUDITORS' REPORT

The Board of School Trustees of Regional Administrative Unit No. 1.

We have audited the balance sheet of Regional Administrative Unit No. 1 as at June 30, 1991 and the statements of revenue, expenses and operating surplus and capital surplus for the year then ended. These financial statements are the responsibility of the company's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Unit as at June 30, 1990 and the results of its operations for the year then ended in accordance with generally accepted accounting principles adopted for Prince Edward Island Regional Administrative Units.



Summerside, Prince Edward Island
August 14, 1991

Chartered Accountants

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1BALANCE SHEETJUNE 30, 1991

		<u>ASSETS</u>	<u>1991</u>	<u>1990</u>
Current				
Cash			\$ 223,416	\$ 851,402
Temporary investments in trust, at cost which approximates market value			2,185	2,310
Receivables				
Grants, Province of Prince Edward Island			641,698	24,273
Miscellaneous			<u>155,658</u>	<u>78,629</u>
			<u>1,022,957</u>	<u>956,614</u>
Capital				
	<u>Gross Value</u>	<u>Accumulated Depreciation</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Land	\$ 217,704		\$ 217,704	\$ 217,704
Buildings	21,031,812	\$ 4,516,205	16,515,607	16,283,934
Furniture and equipment	3,887,283	2,613,920	1,273,363	1,215,834
Buses	3,030,164	2,048,791	981,373	1,267,793
Service vehicles	<u>50,896</u>	<u>44,230</u>	<u>6,666</u>	<u>13,185</u>
	<u>\$28,217,859</u>	<u>\$ 9,223,146</u>	<u>18,994,713</u>	<u>18,998,450</u>
			<u>\$20,017,670</u>	<u>\$19,955,064</u>

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1BALANCE SHEETJUNE 30, 1991

	<u>LIABILITIES AND SURPLUS</u>	<u>1991</u>	<u>1990</u>
Current			
Payables and accruals			
General	\$	349,648	\$ 378,864
Salaries and benefits		162,282	130,521
Province of P. E. I. -			
current operations		517,840	444,768
Beautification trust fund		<u>2,185</u>	<u>2,310</u>
		1,031,955	956,463
Operating surplus (deficit)		<u>(8,997)</u>	<u>151</u>
		<u>1,022,958</u>	<u>956,614</u>
Capital			
Long term debt (Note 4)		13,606,642	13,260,737
Capital surplus		<u>5,388,070</u>	<u>5,737,713</u>
		<u>18,994,712</u>	<u>18,998,450</u>
		<u>\$20,017,670</u>	<u>\$19,955,064</u>

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1STATEMENT OF CAPITAL SURPLUSYEAR ENDED JUNE 30, 1991

	<u>1991</u>	<u>1990</u>
Capital surplus, beginning of year	\$ <u>5,737,713</u>	\$ <u>5,716,898</u>
Add:		
Major renovations - buildings	655,150	4,683,440
Furniture and equipment	282,239	406,931
Buses		311,355
Debt retirement	<u>241,375</u>	<u>269,174</u>
	<u>1,178,764</u>	<u>5,670,900</u>
Deduct:		
Issue of long term debt	587,280	4,700,683
Depreciation		
Buildings	423,477	417,537
Furniture and equipment	224,711	214,559
Buses	286,420	310,787
Service vehicles	<u>6,519</u>	<u>6,519</u>
	<u>1,528,407</u>	<u>5,650,085</u>
Capital surplus, end of year	\$ <u><u>5,388,070</u></u>	\$ <u><u>5,737,713</u></u>

Doane Raymond

REGIONAL ADMINISTRATION UNIT NO. 1

STATEMENT OF REVENUE, EXPENSES AND OPERATING SURPLUS

YEAR ENDED JUNE 30, 1991

		<u>1991</u>	<u>1</u>	<u>1990</u>	<u>1</u>
Revenue					
Grants from the Department of Education					
Administration		\$ 1,071,543	6.2	\$ 1,042,746	6.5
Instructional		9,780,552	56.7	9,248,027	57.4
School maintenance and operation		1,831,882	10.6	1,789,396	11.1
Transportation		1,823,901	10.6	1,782,081	11.1
Debt servicing - principal and interest		1,698,201	9.8	1,152,164	7.2
Depreciation funds		941,127	5.4	949,402	5.9
Rentals		14,965		15,524	
Interest		116,085	.7	114,464	.8
Sale of assets		7,995		8,416	
Miscellaneous		<u>10,951</u>		<u>16,442</u>	
		<u>17,297,202</u>	<u>100.0</u>	<u>16,118,662</u>	<u>100.0</u>
Expenses					
	Page				
Administration	6	1,203,540	6.9	1,176,283	7.3
Instructional	7	9,794,566	56.6	9,270,511	57.5
School maintenance and operation	8	2,383,492	13.8	2,231,489	13.8
Transportation	9	1,983,242	11.5	2,001,616	12.4
Debt servicing - principal and interest		1,698,201	9.8	1,152,164	7.1
Special capital projects (Note 2)		<u>243,309</u>	<u>1.4</u>	<u>303,057</u>	<u>1.9</u>
		<u>17,306,350</u>	<u>100.0</u>	<u>16,135,120</u>	<u>100.0</u>
Deficiency of revenue over expenses					
		(9,148)		(16,458)	
Operating surplus, beginning of year					
		<u>151</u>		<u>16,609</u>	
(Deficit) operating surplus, end of year					
		<u>\$ (8,997)</u>		<u>\$ 151</u>	

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1SCHEDULE OF ADMINISTRATION EXPENSESYEAR ENDED JUNE 30, 1991

	<u>1991</u>	<u>%</u>	<u>1990</u>	<u>%</u>
Salaries and benefits				
Supervisory	\$ 435,188		\$ 428,579	
Secretarial and clerical	<u>399,123</u>		<u>383,267</u>	
	<u>834,311</u>	<u>-69.3</u>	<u>811,846</u>	<u>69.0</u>
Insurance	34,046		33,227	
Professional services	73,237		46,073	
Board member remuneration	38,054		41,977	
Board member travel and other	39,931		40,020	
Postal services	9,217		10,228	
Freight and express	1,426		1,463	
Advertising	16,438		25,648	
Office supplies	23,662		17,424	
Telephone	52,904		61,070	
Travel	38,180		38,247	
Professional development	35,162		38,573	
Miscellaneous	<u>6,972</u>		<u>10,487</u>	
	<u>369,229</u>	<u>30.7</u>	<u>364,437</u>	<u>31.0</u>
	<u>\$ 1,203,540</u>	<u>100.0</u>	<u>\$1,176,283</u>	<u>100.0</u>

Note: Supervisory salaries include: Superintendent
Assistant Superintendent
Business Superintendent
Consultants

Secretary and clerical
salaries include:

Board office secretarial and
clerical staff

Doane Raymond

SCHEDULE OF INSTRUCTIONAL EXPENSESYEAR ENDED JUNE 30, 1991

	<u>1991</u>	<u>\$</u>	<u>1990</u>	<u>\$</u>
Salaries and benefits				
Instructional supervisory	\$ 1,387,372		\$ 1,372,866	
Instructional non-supervisory	<u>8,171,649</u>		<u>7,652,548</u>	
	<u>9,559,021</u>	<u>97.6</u>	<u>9,025,414</u>	<u>97.4</u>
Program				
Library	26,152		16,622	
Duplicating supplies	28,766		47,892	
Academic supplies	49,295		40,953	
Home economics	3,526		4,246	
Audio visual	5,265		3,917	
Industrial arts	16,013		13,743	
Science	2,284		4,489	
Physical education	15,276		10,140	
Art	7,622		13,416	
Music	5,421		7,879	
Drama	602		304	
Guidance	4,257		5,946	
Junior occupational	2,997		2,991	
Special education	4,142		6,327	
Vocational education				
Motor vehicle	5,813		9,233	
Welding	12,459		12,344 +	
Agriculture	791		951	
Business	1,822		1,915	
Drafting	7,797		8,736	
Electrical	2,538		4,549	
Carpentry	16,845		17,020	
Cosmetology	4,860		4,709	
Miscellaneous	<u>11,002</u>		<u>6,775</u>	
	<u>235,545</u>	<u>2.4</u>	<u>245,097</u>	<u>2.6</u>
	<u>\$ 9,794,566</u>	<u>100.0</u>	<u>\$ 9,270,511</u>	<u>100.0</u>

Note: Supervisory salaries include:

Principals
Vice Principals
Department heads
Co-ordinators

Non-supervisory salaries
include:

All teaching staff excluding
those listed above.

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1SCHEDULE OF SCHOOL MAINTENANCE AND OPERATION EXPENSESYEAR ENDED JUNE 30, 1991

	<u>1991</u>	<u>%</u>	<u>1990</u>	<u>%</u>
Salaries and benefits	\$ 818,281	34.3	\$ 787,226	35.3
Fuel	265,459		218,594	
Insurance	24,489		23,875	
Rentals	4,668		5,197	
Electricity	302,112		281,554	
Garbage, water and sewage	17,175		16,388	
Janitorial supplies	40,354		64,924	
Equipment repairs	26,528		26,308	
Building repairs	144,904		82,156	
Annual cleaning	5,859		5,812	
Maintenance of grounds	13,991		20,524	
Snow removal	20,281		34,100	
Non-capital equipment	301		946	
Equipment maintenance contract	17,302		11,470	
Equipment rental	23,015		13,638	
Maintenance vehicle - gas and oil	4,861		4,038	
Maintenance vehicle - repairs	1,060		444	
Miscellaneous	4,664		2,199	
	<u>917,023</u>	<u>38.5</u>	<u>812,167</u>	<u>36.4</u>
Depreciation - buildings	423,477		417,537	
furniture and				
equipment	<u>224,711</u>		<u>214,559</u>	
	<u>648,188</u>	<u>27.2</u>	<u>632,096</u>	<u>28.3</u>
	<u>\$ 2,383,492</u>	<u>100.0</u>	<u>\$ 2,231,489</u>	<u>100.0</u>

Note: Salaries include: Building and maintenance supervisor
 Janitorial staff
 Maintenance staff

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1SCHEDULE OF TRANSPORTATION EXPENSESYEAR ENDED JUNE 30, 1991

	<u>1991</u>	<u>%</u>	<u>1990</u>	<u>%</u>
Salaries and benefits	\$ <u>1,365,709</u>	<u>68.8</u>	\$ <u>1,347,481</u>	<u>67.3</u>
Gas and diesel fuel - bulk	99,665		112,060	
- service stations	81,916		89,240	
Vehicle maintenance - depot	65,315		66,276	
- other	12,028		7,607	
Insurance	15,477		12,525	
Tires	10,941		2,807	
Extra curricular	1,457		3,288	
Snow removal	10,250		25,441	
Bus radios	16,215		9,601	
Miscellaneous	<u>11,330</u>		<u>7,985</u>	
	<u>324,594</u>	<u>16.4</u>	<u>336,830</u>	<u>16.8</u>
Depreciation - Buses	286,420		310,787	
- Service vehicles	<u>6,519</u>		<u>6,518</u>	
	<u>292,939</u>	<u>14.8</u>	<u>317,305</u>	<u>15.9</u>
	\$ <u>1,983,242</u>	<u>100.0</u>	\$ <u>2,001,616</u>	<u>100.0</u>

Note: Salaries include: Transportation supervisor
 Bus driver staff
 Bus depot staff

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1NOTES TO FINANCIAL STATEMENTSJUNE 30, 1991

1. Accounting policies

(a) Depreciation

Depreciation is recorded on the diminishing balance basis for buildings at the rate of 2.5% and furniture and equipment at the rate of 15%. Depreciation is recorded on the straight line basis for school buses and service vehicles at the rate of 12% and 20% respectively.

(b) Capitalization of fixed assets

Land, buildings, furniture and equipment are shown at values carried in the accounts of the former school boards at June 30, 1972 with subsequent additions at cost. Buses are shown at cost.

(c) Commitments

Included in payables and accruals are outstanding commitments pertaining to the 1990-91 school year for which the goods and services are to be received or provided subsequent to year end.

(d) Inventories, at the lower of cost and net realizable value

Bus parts inventory in the amount of \$101,227 (1990-\$105,381) and classroom supplies on hand have not been reflected on the Balance Sheet. All such supplies have been written off when purchased.

(e) Interest on long term debt

Interest on long term debt is not accrued at year end but is recorded as an expenditure only when paid. The accrual as at June 30, 1991 amounted to \$365,707 (1990 - \$356,075). This will be received as a grant from the Department of Education when paid.

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1NOTES TO FINANCIAL STATEMENTSJUNE 30, 1991

2. Special capital projects	<u>1991</u>	<u>1990</u>
Total capital additions	\$ 937,389	\$ 5,401,726
Funding from the Department of Education	<u>694,080</u>	<u>5,098,669</u>
	<u>\$ 243,309</u>	<u>\$ 303,057</u>
3. Deferred funding buses		<u>1990</u>
Balance, beginning of year		\$ 4,586
Advance from the Department of Education for the fiscal years April 1, 1989		
- March 31, 1990		
April 1, 1990 - March 31, 1991		291,000
- Paid from transportation budget		15,769
Bus purchases		<u>(311,355)</u>
Balance, end of year		<u><u>NIL</u></u>

Doane Raymond

REGIONAL ADMINISTRATIVE UNIT NO. 1

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1991

4. Long term debt

Debentures	Interest Rate	Maturity Date	1991	1990
St. Louis Elementary	7 1/4%	March 31, 2004	\$ 342,446	\$ 358,046
Ellerslie Elementary	7 1/4%	March 31, 2005	329,577	342,965
Hernwood Junior High	10 1/4%	March 31, 2008	1,511,736	1,544,781
M.E. Callaghan Junior High	10 1/4%	March 31, 2008	1,529,571	1,563,003
Westisle Composite High	10 1/4%	March 31, 2012	4,602,857	4,666,143
Alberton Elementary	11 %	September 3, 1990		10,163
Ellerslie Elementary	10 %	March 31, 1991		5,373
Ellerslie Elementary	9 1/4%	March 31, 1992	6,009	11,509
Tignish Elementary	10 %	March 31, 1993	15,899	22,783
Bloomfield Elementary	11 7/8%	March 31, 1994	27,890	35,288
O'Leary Elementary	11 1/2%	March 15, 1995	33,719	40,000
Alberton Elementary	11 1/2%	March 15, 1995	34,225	40,600
Tignish Elementary	12 %	March 31, 2015	4,585,433	4,620,083
M.E. Callaghan Junior High	11 %	March 31, 1996	38,563	
Alberton Elementary	11 %	March 31, 1996	46,466	
Hernwood Junior High	11 %	March 31, 1996	38,562	
Alberton Elementary	11 1/4%	March 31, 2001	463,689	
			<u>\$13,606,642</u>	<u>\$13,260,737</u>

Annual principal repayments required in each of the next four years are as follows:
 1992 - \$296,252, 1993 - \$320,536, 1994 - \$344,890, 1995 - \$369,463, 1996 - \$385,667.

Funds for the above repayments will be provided annually by the Department of Education.

Costs Per Pupil

Four Year Review

(1990-91 Pupil Enrollment 3,257)

	Total Expenses 1990-91	Percentage	1989-90	1988-89	1987-88
Instructional Salaries	\$ 9,942,209	60.4	\$2,874	\$2,722	\$2,453
Non-Instructional Salaries	2,635,113	16.0	787	746	692
Salary Sub-Totals	\$12,577,322	76.4	\$3,661	\$3,468	\$3,145
Maintenance Physical Plant	\$ 917,023	5.6	\$ 282	\$ 248	\$ 219
Administration	\$ 369,229	2.2	\$ 113	\$ 96	\$ 86
Program Supplies	\$ 235,545	1.4	\$ 72	\$ 75	\$ 68
Transportation	\$ 324,994	2.0	\$ 100	\$ 91	\$ 104
Operational Sub-Totals	\$ 1,846,391	11.2	\$ 567	\$ 538	\$ 477
New Bus Purchases	-	-	-	\$ 95	\$ 144
Debt Retirement	\$ 1,098,201	10.3	\$ 521	\$ 352	\$ 415
Major Renovations and New Equipment	\$ 350,110	2.1	\$ 107	\$ 144	\$ 99
Capital Sub-Totals	\$ 2,048,311	12.4	\$ 628	\$ 591	\$ 658
GRAND TOTALS	\$16,472,024	100.0	\$5,057	\$4,790	\$4,280

*When Parts Inventory for the Bus Depot is taken into account, Transportation Costs Per Pupil is \$101.00
NOTE: Cost of Depreciation not included for buildings and School Buses in this table.

PROPERTY

The Board operated nine separate buildings for the housing of students for the 1990-91 school year.

The new addition of approximately 3,800 square feet to Alberton Elementary School was completed during the year and the extra library and classroom space has been a good addition. The school is also wheelchair accessible now and it is expected that within the next two years all of our schools will be wheelchair accessible on all levels.

The installation of new dust collectors in the Industrial Arts Shops at each of the Junior High Schools has helped to improve the quality of air.

The woodchip boilers at Westisle, Callaghan, Hernewood and O'Leary operated during the 1990-91 school year. The experience with these boilers to date, has not been as good as expected. Although the Board was expected to take them over during the year, a final decision has been delayed until more information is made available.

In compliance with the new Environment Regulations for underground storage tanks and the Board's interest in protecting the environment, the diesel fuel and gasoline tanks at Westisle Composite High School have been replaced.

The Board, after considering the possible health affects of continuing to use spirit duplicators, decided not to allow spirit duplicators to be used in the schools and replaced them with photocopiers.

Due to budget restraints, the Board cut back on the amount of re-surfacing it normally does each year to the school parking lots.

The Board continued to receive excellent service from its maintenance and janitorial staff and a number of positive comments have been received from people visiting the schools on how well they are maintained.

TRANSPORTATION

The Unit One School Board operated a total of 66 school bus routes during the school year transporting altogether 3247 students. In addition to the operational units the Board continued to maintain 11 vehicles on standby. The Board purchased 6 new buses in 1990. They were put into service in September, 1990 to replace some of the aging fleet. The oldest buses in the fleet are 13 years old, while the average age of the total fleet is 6.9 years.

The 66 operational units travelled a total of 4867 kilometres per day for an average one way route length of 36.9 km. The first students on the buses in the morning, on the average, spent 53.3 minutes travelling to their school.

Tables II and III provide statistics on the transportation of students. As indicated in these tables, the cost per student during the 1990-91 school year was \$521.85 down 44¢ or .08% from the previous year. While operating costs for buses were \$16,521 lower than the previous year, salaries were \$18,228 higher. When depreciation was taken into account, the cost for transportation for the year was down. The Board, during the year, continued the review of the bus routes to see if any changes could be made to reduce the time students are on the buses and the distances the buses travel. The Board will be continuing the review during the 1991-92 school year.

The cost of snow removal at bus turns is a large expenditure for the Board and further attempts will be made to reduce these costs.

During the year, additional 2-way radios were installed in the school buses. Approximately 70% of the regular fleet now have 2-way radios.

A School Bus Drivers' Seminar was held at Westisle Composite High School on September 4th, 1990 for all Unit One regular and substitute bus drivers. Mr. Zoel Savole, of CUPE gave a full day presentation on "Planning for Your Retirement". The bus drivers also viewed a film "Emergency School Bus Evacuation". In addition to the Seminar, the Transportation Supervisor, Business Superintendent and drivers participated in school bus safety programs for elementary students in the Unit. Emergency School Bus Evacuations were conducted at all schools during the year. Mr. Basil Haire, Assistant Superintendent of Education, conducted a number of seminars during the year for the Junior and Senior High School Bus Drivers.

The Bus Depot staff continued the preventative maintenance program on the buses. In the past year the depot staff attended workshops and courses on preventative maintenance on diesels. More than three-quarters of the regular fleet is now diesel.

The Board hired three new school bus drivers in June, 1991 - Adair Shaw, Bernadine Handrahan and David Noye. Gerard LeClair retired in June, 1991. Arnold Arsenault retired early due to health reasons.

The Board continued to receive excellent cooperation from the R.C.M.P., Snowplow Dispatchers, Snowplow Operators, Radio Stations and the Weather Office at C.F.B. Summerside and Weather Office in Charlottetown during the year. The Board will lose the weather office at C.F.B. Summerside when it closes this coming year.

TABLE 1
TRANSPORTATION BY GEOGRAPHICAL AREA
1990-91

AREA	Number of Students	Bus Routes	Kilometres Per Day	
			Route	Loaded
Tignish	297	6	281	274
M.E. Callaghan - Westisle	836	16	1,131	1,102
St. Louis	246	4	196	178
Alberton	260	6	360	349
Bloomfield	244	4	348	344
Hernwood - Westisle	817	19	1,668	1,617
O'Leary	286	5	408	396
Ellerslie	261	6	475	440
	3,247	66	4,867	4,700

TABLE 11
REGIONAL SCHOOL UNIT NO. 1
TRANSPORTATION STATISTICS FOR 1990-91

<u>SCHOOL OWNED BUSES</u>	<u>1990-91</u>
1. Number	66
2. Seating Capacity of Buses Used	3876
3. Number of Students Transported	3247
4. Kilometers Per Day Regular Route	4867
5. Kilometers Per Year Regular Route	875,131
6. Kilometers Per Year Extra Curricular Use	164,238
7. Total Kilometers Per Year (5 + 6)	1,039,369
8. Cost of Salaries and Benefits	\$1,365,709
9. Cost of Bus Operation*	\$ 328,748
10. Total Transportation Operational Cost (8 + 9)	\$1,694,457
11. Average Number of Students Per Bus (3 + 1)	49
12. Average Number of Yearly Kilometers Per Bus (7 + 1)	15,748
13. Operational Cost Per Bus (9 + 1)	\$ 4,981
14. Operational Cost Per Kilometer (9 + 7)	\$.32
15. Total Transportation Operational Cost Per Student Transported (10 + 3)	\$ 521.85

*Bus Part Inventory June 1991 \$101,227

June 1990 \$105,381

Change (\$ 4,154) added to Transportation Costs

TABLE 111
REGIONAL SCHOOL UNIT NO. 1
INVENTORY OF SCHOOL BUSES FOR 1990-91

Number of buses on Hand July 1, 1990	77
Buses Sold Since July 1, 1990	6
Other Buses Removed from Inventory	0
New Buses Ordered for 1991-92 year	4
New Buses Delivered for 1990-91 year	6
Number of Buses on Hand June 30, 1991	77

TABLE IV

ENROLLMENT BY SCHOOL, GRADE AND SEX

AS OF OCTOBER 31, 1960

AS AT OCTOBER 31, 1990

SCHOOL	Grade 1		Grade 2		Grade 3		Grade 4		Grade 5		Grade 6		Grade 7		Grade 8		Grade 9		Grade 10		Grade 11		Grade 12		Totals		
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Westside High																											
Harwood																											
Callaghan																											
Tigrahn E.	20	27	26	26	26	26	25	27	21	27			88	84	70	68	61	66	130	125	130	100	141	120	401	345	
Albertson E.	24	26	26	15	23	14	29	22	21	23	21	22	80	88	81	87	61	73							219	218	
Bloomfield E.	21	20	19	21	24	20	24	24	20	14	21	16													138	160	
O'Lammy E.	24	28	26	26	15	37	25	16	27	17	17	31													144	122	
Killeville E.	20	29	20	21	28	22	21	27	13	22	18	20													129	115	
St. Louis E.	26	18	28	19	14	19	23	21	26	14	15	23													134	158	
																										120	141
																										132	114
TOTALS	136	148	146	128	130	138	147	137	128	117	112	139	168	172	151	185	122	139	130	126	130	100	141	120	1638	1618	
TOTALS CONTINUED	263		272		268		284		245		251		340		306		261		255		230		261		1257		

TABLE V
ELEMENTARY AND SECONDARY
ENROLLMENT BY AGE, GRADE AND SEX OCTOBER 31, 1990

AGE	Grade 1		Grade 2		Grade 3		Grade 4		Grade 5		Grade 6		Grade 7		Grade 8		Grade 9		Grade 10		Grade 11		Grade 12		Totals		Total
GRADE	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	
Under 6	37	42																									79
6	95	90	26	21																							235
7	2	13	100	90	24	26																					255
8	1		19	15	98	92																					266
9				2	8	18	108	84	20	12																	252
10											21	20															266
11											23	18															243
12											106	85															263
13											21	51	99	90	19	15											310
14											14	13	24	42	24	42	83	92	34	18							320
15											2	5	2	5	8	7	13	22	72	60	21	12					222
16															1	1	4	7	15	33	95	66	25	22			269
17																	2		4	6	11	12	87	62			184
18																			3	3	3	6	26	28			66
19																			3		3		2	7			15
20																			1	5			1				7
Over 20																											5
TOTALS	135	148	145	128	130	138	147	137	138	117	112	138	148	172	151	155	122	139	130	125	130	100	141	120	1638	1618	3257
TOTALS	283		273		268		284		245		251		340		306		261		255		230		261		3257		3257

PERSONNEL

Tables VI and VII provide statistics on the distribution of teachers by qualification and experience. Currently only five teachers or 2.52% are below a certificate 4 qualification. In previous years, the number of certified teachers below this level was higher.

On the average, the experience level of teachers has remained fairly constant during the past two years.

For the 1990-91 school year 198.75 teachers were employed by the Unit. Of this number 8.5 were new teachers, however, some of these teachers were appointed for one year only. Four teachers did not teach in the 1990-91 school year due to maternity leaves, study leaves and declining enrolments. Seven teachers returned from a leave of absence. Barbara Burleigh was granted a Sabbatical Leave. John Rogers, Elizabeth Baglole and Alan Kennedy returned from Sabbatical Leaves.

The Unit was allowed fifteen and one half Teacher Assistant positions during the 1990-91 school year.

The following administrative changes were made: Lorne MacDougald assumed the principalship of Bloomfield Consolidated Elementary School while James MacIntyre was appointed Principal at Westisle.

The following Unit One employees retired: Phyllis Arsenault, Phyllis Shea, Frances Sark, Jean Shea, Alden Weeks, Reta MacDonald, Elaine MacKendrick, Gerard LeClair and Arnold Arsenault.

TABLE VI

DISTRIBUTION OF TEACHERS

BY CERTIFICATE, SEX AND AVERAGE SALARY

	No. of Teachers		Total	Total Salaries	Average Salary
	Male	Female			
Vocational 1B	1.0	1.0	2.0	\$ 69,989	\$34,994
Vocational 2B	1.0	-	1.0	38,254	38,254
Vocational 3B	3.0	-	3.0	128,433	42,811
Vocational 4B	2.0	-	2.0	90,770	45,385
Vocational 5B	1.0	-	1.0	46,232	46,232
Certificate 2	-	3.0	3.0	76,332	25,444
Certificate 3	1.0	1.0	2.0	60,426	30,213
Certificate 4	5.0	26.75	31.75	1,154,089	36,349
Certificate 5	31.0	64.0	95.0	3,934,958	41,421
Certificate 5A	18.0	13.0	31.0	1,329,636	42,891
Certificate 6	<u>18.0</u>	<u>9.0</u>	<u>27.0</u>	<u>1,258,828</u>	<u>46,623</u>
	<u>81.00</u>	<u>117.75</u>	<u>198.75</u>	<u>\$8,187,947</u>	<u>\$41,021</u>

TABLE VII
DISTRIBUTION OF TEACHERS BY EXPERIENCE

Years of Experience	1987-88	1988-89	1989-90	1990-91
0	7.5	8.0	8.5	4.5
1	7.0	6.6	4.5	8.0
2	5.5	8.0	4.0	3.0
3	4.5	3.0	8.0	4.0
4	4.0	3.0	3.0	7.0
5	3.0	3.0	5.0	4.0
6	2.5	5.5	6.5	3.0
7	4.0	3.0	3.0	3.0
8	6.0	5.0	2.0	4.0
9	6.0	4.0	4.0	4.0
10	12.0	7.0	6.0	4.0
11 - 15	48.1	53.0	51.01	44.0
16 - 20	38.0	40.0	40.0	48.25
21 - 25	24.5	23.0	24.5	35.0
26 - 30	19.0	20.0	17.0	15.0
Over 30	5.0	7.0	10.0	8.0
	<u>196.60</u>	<u>199.10</u>	<u>197.01</u>	<u>198.75</u>

TABLE VIII

DISTRIBUTION OF EMPLOYEES BY CLASSIFICATION AND SALARY

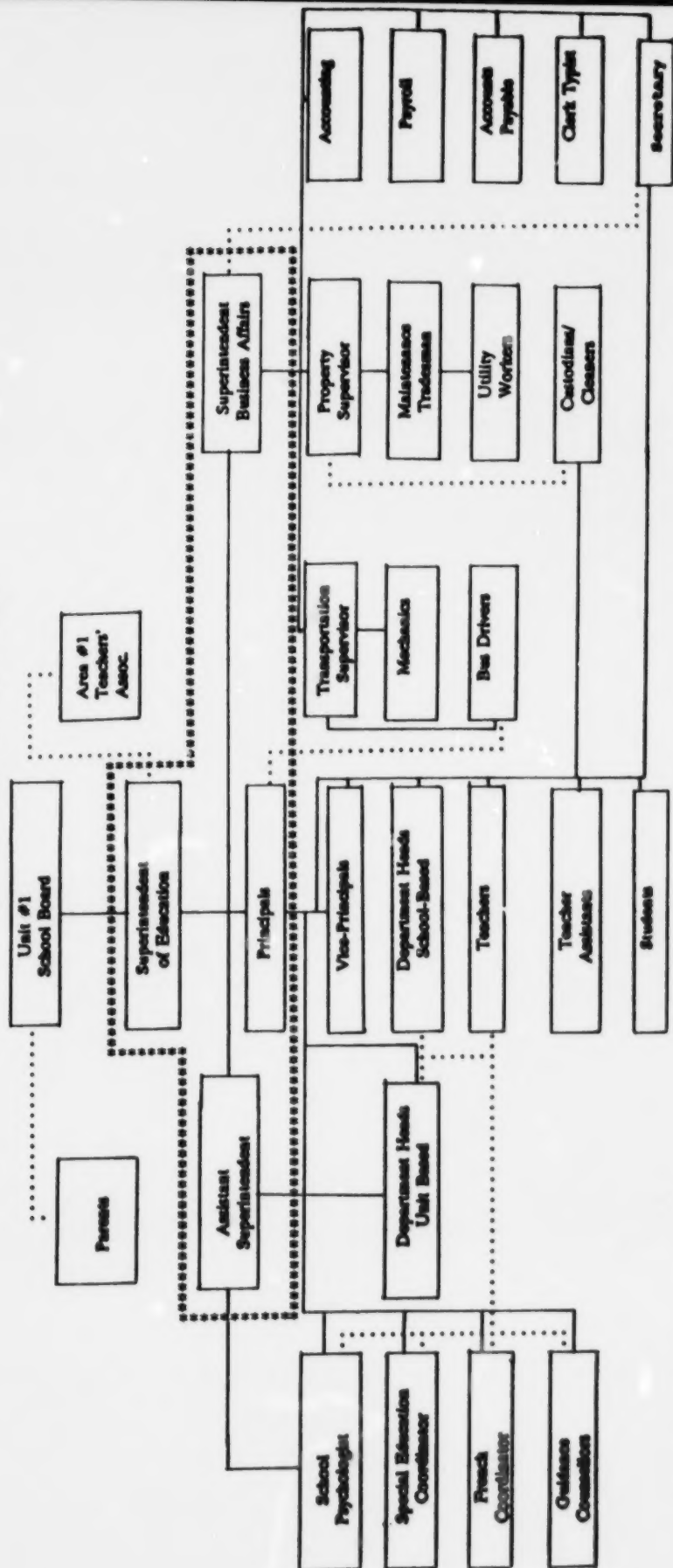
FULL-TIME EQUIVALENT

Classification	Total Salaries	No. of Employees	Average Salary
Clerical			
- Board Based	\$ 183,129	7.00	\$26,161
- School Secretaries	164,155	8.85	18,549
Janitorial			
- Maintenance Tradesman 111	\$ 33,550	1.00	33,550
- Custodians	279,802	12.00	23,317
- Cleaner 11	116,084	5.28	21,986
- Cleaner 1	221,982	10.78	20,592
Bus Drivers			
- "A"	\$ 894,746	61.00	14,668
- "B"	82,223	4.00	20,556
- Bus Depot	109,553	4.00	27,388
- Driver Mechanic	24,544	1.00	24,544
Supervisory			
- Non-instructional	\$ 131,973	3.00	43,991
- Instructional	225,293	4.00	56,323
Teacher Assistants	234,669	15.50	15,140
Teacher	<u>\$ 8,152,952</u>	<u>198.75</u>	<u>\$41,021</u>
	<u>\$10,854,655</u>	<u>336.16</u>	<u>\$32,290</u>

Note: Salary figures based on actual scale in effect at June 30, 1991. No responsibility allowances, overtime or other additions have been made.

APPENDIX A

UNIT ONE ORGANIZATIONAL CHART



Legend -
 ----- Unit #1 Administrative Team
 Line of Cooperation/Coordination/Communication
 _____ Line of Authority

APPENDIX B

OFFICERS, TRUSTEES AND ADMINISTRATIVE PERSONNEL 1990-91

Chairman	- Holland Cahill	Vice-Chairman	- John Rochford
Secretary	- Lorraine Robinson		
Trustees	- Alvin Bryan - Rodney Callaghan - Clovis Doucette - Gail Shea	- Lois Harper - Arthur Hudson - Wayne Locke - Paul Burleigh	- Harry MacWilliam - Shirley Murphy - Fairley Yeo - Fenton Shaw
Superintendent of Education			- Richard Roberts, M.Sc.
Assistant Superintendent			- Basil Haire, B.A., M.Ed.
Superintendent of Business Affairs			- Harvey MacEwen, B.B.A.
Confidential Board Secretary			- Jocelyn Smith

Board Office Based Supervisory Personnel

Guidance Co-ordinator and School Psychologist	- David Bradley, M.A.
Coordinator of Remedial and Special Programs	- Angela MacDonald, B.Ed., M.Ed.
French Consultant	- Réal Gagnon, B.Sc., B.Ed.
Property Supervisor	- Lorne Luxton
Transportation Supervisor	- William Gillis
Accounting Supervisor	- Holly Murphy
Bus Depot Foreman	- Roy Peters

School Principals

Westisle Composite High School	- James MacIntyre
Hernewood Junior High School	- Don Ramsay
M.E. Callaghan Junior High School	- Leonard Murphy
Tignish Consolidated Elementary School	- Russell Gallant
Bloomfield Consolidated Elementary School	- Lorne MacDougald
O'Leary Consolidated Elementary School	- Aldea Weeks
Ellerslie Consolidated Elementary School	- Douglas MacDougall
St. Louis Consolidated Elementary School	- Jean Shea
Alberton Consolidated Elementary School	- Keith Graham